



EUROPEAN COMMISSION

**PROTECTION OF YOUR PERSONAL DATA IN THE CONTEXT OF EVENTS OF THE  
EU GLOBAL ACTION ON SPACE**

**This privacy statement provides information about  
the processing and the protection of your personal data.**

**Processing operation:** Processing of personal data linked to the EU Global Action on Space (Hereinafter “Global Action”)

**Data Controller:** European Commission, Service for Foreign Policy Instruments, (hereinafter “the Data Controller”)

**Record reference:** DPR-EC-1063

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## 1. Introduction

The European Commission is committed to protect your personal data and to respect your privacy. The Commission collects and further processes personal data pursuant to [Regulation \(EU\) 2018/1725](#) of the European Parliament and of the Council on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data.

This privacy statement explains the reason for the processing of your personal data in the context of the **Global Action events**. It explains the way we collect, handle, and ensure protection of all personal data provided, how that information is used and what rights you have in relation to your personal data. It also specifies the contact details of the responsible Data Controller with whom you may exercise your rights, the Data Protection Officer and the European Data Protection Supervisor.

The information in relation to the processing of personal data linked to the Global Action events, organised by DG DEFIS Unit B.3 of the European Commission, is presented below.

Access to your data is granted to authorised staff of the data controller and service providers bound by confidentiality clauses, involved in the organisation of the webinars, without prejudice to a possible transmission to the bodies in charge of a monitoring or inspection task in accordance with Union legislation.

The following entities process your personal data on behalf of the data controller:

- MCI Benelux SA as a consortium partner act as data processor;
- Its approved third-party authorised subprocessors used to organise and support webinar activities (mentioned under '7. Who has access to your data?').

## 2. Why and how do we process your personal data?

Purpose of the processing operation: the European Commission collects and further processes your personal data to provide you with information about the specific *event* (before, during and after) and to process your application for participation in that *event*.

Live web-streaming and audio-visual recording at the *event* of the speakers, organisers and participants, as well as photographs of the speakers and panoramic photographs of participants and organisers might be taken and published in the context of the *event or meeting* at [https://ec.europa.eu/defence-industry-space/index\\_en](https://ec.europa.eu/defence-industry-space/index_en).

Photographs of the speakers and panoramic photographs of participants and organisers may be taken and published at [https://ec.europa.eu/defence-industry-space/index\\_en](https://ec.europa.eu/defence-industry-space/index_en).

The audience or non-speaker participants are not photographed individually or in groups. They may however appear on panoramic photographs of the whole event/audience.

Participants that do not wish to be part of the above web-streaming, photographing and recording/publishing activities have the possibility to object to processing by sending an e-mail to the organiser prior to the event: [globalaction-events@mci-group.com](mailto:globalaction-events@mci-group.com).

For some sessions, remote participants may be able to intervene. In these cases, during registration, participants can indicate their preference to opt-in or opt-out from the above

recording/publishing activities. In case, however, a participant decides to intervene by enabling his/her audio and/or video during the meeting he/she will be recorded. Participants may also send an e-mail to the organiser prior to the event.

The data controller is processing your personal data under Regulation (EU) 2018/1725 *for the purposes of this meeting or event*. If you decide to take photographs/audio-visual recordings of participants of the meeting or event and/or publish them online, you assume full responsibility for these actions. The same applies if you download the photographs that will be posted on the Intranet and publish them on the Internet. The data controller shall not be held accountable for any processing of personal data that you might carry out on your own initiative during or after the event.

During the registration process participants will have an opportunity to indicate any dietary requirements and/or access requirements in view of their participation to any lunches/dinners during the event, and/or to facilitate their access to the premises.

For those speakers for which travel and accommodation will be facilitated, they will be contacted by MCI Benelux which will require contact details and financial information (e.g. bank account) in order to arrange their travel and/or make reimbursements.

Your personal data may be used for any automated decision-making including profiling.

- The personal data of participants who agree to participate in the AI-powered matchmaking/networking activities will be processed by an AI algorithm;
- The personal data of participants who do not participate in the matchmaking/networking activities will not be processed by AI.

### **3. On what legal ground(s) do we process your personal data?**

The processing operations on personal data, linked to the organisation, management, follow-up and promotion of the *meeting or event* (including web-streaming, photos, audio-visual recording) are necessary for the management and functioning of the Commission, as mandated by the Treaties. Those provisions are in particular: Article 11 of the Treaty on European Union and Article 15 of the Treaty on the Functioning of the European Union. Consequently, those processing operations are lawful under Article 5(1)(a) of Regulation (EU) 2018/1725 (processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the Union institution or body).

The processing operations on personal data of the speakers for the meeting or event with whom a contract is concluded, are carried out in line with the contractual provisions. Consequently, that processing is necessary and lawful under Article 5(1)(c) of Regulation (EU) 2018/1725 (processing is necessary for the performance of a contract to which the data subject is party or in order to take steps at the request of the data subject prior to entering into a contract).

Your consent is required for:

- the processing of your personal data for registration purposes;
- the processing of your personal data relating to your dietary requirements and/or access requirements;
- the processing of your personal data relating to your travel and accommodation where necessary

- for networking participants:** collection of personal data related to your work and interests for the networking and AI-matchmaking purposes;
- for speakers/moderators:** the publication of the recording (video on demand) and photos (screen captures) for promotion and public relation efforts relating to the conference on [https://ec.europa.eu/defence-industry-space/index\\_en](https://ec.europa.eu/defence-industry-space/index_en) and social media channels; additional information may be collected, such as a biography and photograph for possible promotion before, during and after the event;
- for speakers/moderators:** the broadcasting of a livestream;
- for speaker/moderators:** the publication of the Video on Demand recording;
- for speakers/moderators:** the collection of personal information required to make travel arrangement, or of financial information (such as a bank account) for the payment of fees of the meeting/event or for possible reimbursements (only where necessary);
- the participation in a virtual session including video and/or audio connection;
- streaming and recording of participants i.e. when you choose to switch on the audio/video
- the sharing of the meeting or event participants list containing your name and affiliation with other participants for the purpose of future collaboration of certain participants];
- the sharing of the meeting/event attendee list containing your name and affiliation among participants, in order to create working groups to continue the collaborate work launched during the meeting/event;
- the processing of your personal data for inviting you to future events the data controller may organise;
- the processing of your personal data for managing your subscription to a newsletter of the data controller.

If you opt-in, you are giving us your explicit consent under Article 5(1)(d) of Regulation (EU) 2018/1725 to process your personal data for those specific purposes. You can give your consent via a clear affirmative act by ticking the box(es) on the online registration form.

Your consent for these services can be withdrawn at any time by sending an email to [FPI-DATA-PROTECTION@ec.europa.eu](mailto:FPI-DATA-PROTECTION@ec.europa.eu)

#### 4. Which personal data do we collect and further process?

The following **mandatory personal data** may be processed in the context of the Global Action Events: first name, last name, nationality, organisation name, organisation type (incl. description of the organisation and areas of activities), (professional/personal) e-mail address, country, city, IP address. Moreover, for speakers, their biographies and CVs are also collected. This information is mandatory for the purposes outlined in point '2. Why and how do we process your personal data?'.

In addition, the following **non-mandatory personal data** may be collected based on your prior consent: job function, Twitter and LinkedIn accounts, comments you decide to share, feedback, questions, contributions during the event. Also, all browser-generated information (website data,

geolocation, cookies or other technologies used to analyse users' activity) is subject to your consent excepted for necessary cookies.

In addition, for **speakers and moderators** note that the webinars will be recorded/photographed (screen captures). This data will be used for online and offline communication activities related to the Global Action programme/campaign.

Moderators and speakers will be contacted by MCI Benelux to obtain their explicit consent to have their image recorded, used for the creation of video and photo/screenshot communication material, and published online on communication channels, such as social media accounts and websites linked to the promotion of the Global Action activities. It may be that a transcript or a written webinar report is created based on the speakers' interventions.

In case of **physical attendance to the Event**, the following information may be collected based on your prior consent: nationality, passport or identity card number and its date of issue and expiry date may be collected, so that the data subjects may obtain security clearance/access to the premises where the meeting/event is held. Furthermore, dietary requests (if any) or specific accessibility requirements to accommodate you at the event.

The recipients of your data will be:

- **Aventri for registration (required):** first name, last name, nationality, organisation name, organisation type (incl. description of the organisation and areas of activities), (professional/personal) e-mail address, country, city, IP address. It hosts the collected personal data on servers in the EU.
- **Slido for Q&A (optional):** first name, last name, organisation, IP address (remains possible to submit anonymous). It hosts the collected personal data on servers in the EU.
- **EUSurvey (optional):** first name, last name, email address.
- **DocuSign (speakers/moderators only):** first name, last name, email address, signature on the recording authorisation form.
- **Venue/building (physical attendance at European Commission buildings):** nationality, passport or identity card number and its date of issue and expiry date.
- **Venue/caterer:** dietary requests (if any) or specific accessibility requirements.

Depending on whether a **web conference tool** is being used for the event(s) you registered for, one of the following service providers may be a recipient of your data:

- **Cisco WebEx:** first/last or screen name, email address, IP address, browser-generated information browser-generated information (including device information, operating system, device type, cookies or other technologies used to analyse users' activity). It hosts the collected personal data on servers in the EU.
- **Interactio:** first name, last name, email address, IP address, browser-generated information browser-generated information (including the time the users stayed in the system, device information, operating system, device type, cookies or other technologies used to analyse users' activity). It hosts the collected personal data on servers in the EU.

If you decide to participate in the **virtual events platform and the networking** part of the webinar, the following service providers will be a recipient of your data:

- **Swapcard:** attendees will be asked to create a profile using: first name, last name, email address, organisation name, job title (incl. description of the organisation and areas of activities), (professional/personal) e-mail address, country, a short biography, 'what I am looking for' and 'what I am offering' texts, areas of activities and interests for the networking/matchmaking, IP address, browser-generated information (including device

information, operating system, device type, cookies or other technologies used to analyse users' activity). It hosts the collected personal data on servers in the EEA.

- **Clevercast (video web player):** IP address, anonymised browser-generated information for analytics (device information, operating system, device type).

## **5. How long do we keep your personal data?**

The Data Controller only keeps your personal data for the time necessary to fulfil the purpose of collection or further processing.

For each of the categories of personal data that is processed, please find below the retention details and the reference to the relevant record of processing:

- Personal data related to the organisation and management of the meeting or event (this includes the information given during the registration, before, during or after the event) will be kept for **five years** after the Conference
- Sensitive personal data relating to dietary and/or access requirements will be deleted as soon as they are no longer necessary for the purpose for which they have been collected in the framework of the *meeting or event*, but no later than within **1 month** after the end of the *meeting or event*.
- Recordings from the web-streamed *meeting or event* will be kept for **2 years** before being deleted. More information is available in the Record of Processing DPR-EC-00306 (Web-streaming of Commission events).
- In case of audio-visual recording of the *meeting or event*, the recordings will be kept for **3 months** after the *meeting or event* before being deleted. More information is available in the Record of Processing DPR-EC-01937 (Audio-visual recording of meetings).
- Personal data shared with the Directorate-General for Human Resources and Security of the European Commission for the participants to gain access to Commission buildings is kept for **6 months** after the termination of the link between the data subject and the Commission. More information is available in the Record of Processing DPR-EC-00655 (Commission Physical Access Control System (PACS)).
- Personal data shared with the controller for future mailing purposes (e.g., for receiving newsletters or invitations to similar events) are processed in line with the Record of Processing on Management of subscriptions.
- Selected service providers for organisational purposes (such as caterers, travel agents or event management organisations) are contractually bound to process personal data on behalf of and in line with the instructions of the data controller, keep confidential any data they process and protect it from unauthorised access, use and retention.

## **6. How do we protect and safeguard your personal data?**

All personal data in electronic format (e-mails, documents, databases, uploaded batches of data, etc.) are stored on the servers of the European Commission. All processing operations are carried out pursuant to [Commission Decision \(EU, Euratom\) 2017/46](#) of 10 January 2017 on the security of communication and information systems in the European Commission.

The Commission's contractors are bound by a specific contractual clause for any processing operations of your personal data on behalf of the Commission.

In order to protect your personal data, the Commission has put in place a number of technical and organisational measures. Technical measures include appropriate actions to address online security, risk of data loss, alteration of data or unauthorised access, taking into consideration the risk presented by the processing and the nature of the personal data being processed.

Organisational measures include restricting access to the personal data solely to authorised persons with a legitimate need to know for the purposes of this processing operation.

## 7. Who has access to your personal data and to whom is it disclosed?

Access to your personal data is provided to the Commission staff responsible for carrying out this processing operation and to other authorised Commission staff according to the “need to know” principle. Such staff abide by statutory, and when required, additional confidentiality agreements.

Publication of audio-visual recordings will be based on consent for promotion and public relation efforts relating to the conference on [https://ec.europa.eu/defence-industry-space/index\\_en](https://ec.europa.eu/defence-industry-space/index_en) and social media channels.

Where necessary, we may also share your information with service providers for the purpose of organising the Global Action events.

### TECHNOLOGY PROVIDERS

- For registration purposes: **Aventri** ([privacy policy – account on EU Servers](#))
- Session Q&A and polling tool: **Slido** ([privacy policy – EU Servers](#))
- Evaluation survey: **EUSurvey** ([privacy policy](#))
- For speaker consent form: **DocuSign** ([privacy policy – EU Servers and BCRs](#)) For Video on Demand: **European Commission - Audiovisual library** ([privacy policy](#))
- Live streaming and temporary Video-on-Demand: **Clevercast** ([privacy policy – EU Servers](#))
- Virtual event platform & networking: **Swapcard** ([privacy policy – EU Servers](#))
- Video-conferencing software: **Cisco WebEx** ([privacy policy – account data hosted on EU Servers and BCRs](#))
- Video-conferencing software (multilingual): **Interactio** ([privacy policy – account data hosted on EU Servers](#))

### PHYSICAL ATTENDANCE – SERVICE PROVIDERS

- For accommodation: Hotel
- For access and dietary requirements: Venue and/or catering company
- For security clearance/access: Venue

## 7.1 Cookies

Cookies are short text files stored on a user’s device (such as a computer, tablet or phone) by a website. Cookies are used for the technical functioning of a website (functional cookies) or for gathering statistics (analytical cookies).

When you visit the website(s) of our meeting/event at [https://ec.europa.eu/defence-industry-space/index\\_en](https://ec.europa.eu/defence-industry-space/index_en), we will keep the browser history of your visit for a maximum 1 year ([detailed cookie policy](#)). This information will then be deleted. The collection, aggregation and anonymising operations are performed in the data centre of the European Commission under adequate security measures.

Cookies are stored by Europa Analytics, the corporate service which measures the effectiveness and efficiency of the European Commission's websites on EUROPA. More information is available in the Record of Processing DPR-EC-00685 (Europa Analytics).

Enabling these cookies is not strictly necessary for the website to work but it will provide you with a better browsing experience. You can delete or block these cookies, but if you do that, some features of the meeting/event website may not work as intended.

The cookie-related information is not used to identify data subjects personally and the pattern data is fully under the Commission's control. These cookies are not used for any purpose other than those described here.

Should you wish to opt your personal data out of our anonymised, aggregated statistics, you can do so on our cookies page. In particular, you can control and/or delete those cookies as you wish.

### **Event Registration and Information Website**

For the registration website, enabling cookies is not strictly necessary for the website to work but it will provide you with a better browsing experience. You can delete or block these cookies, but if you do that, some features of the registration website(s) may not work as intended. The cookie-related information is not used to identify data subjects personally. These cookies are not used for any purpose other than those described below.

**Registration for the Event** takes place on the registration platform Aventri ([privacy policy](#)), which employs cookies as described below:

- Cookies that are active for the registration session are those which would allow an attendee to resume the registration in case it was left incomplete, as well as the language cookie for language selection.
- No tracking cookies are used.

### **7.2 Third party IT tools, including Social Media**

We use third party IT tools to inform about and promote the *meeting/event* through widely used communication channels, including the social media. For detailed information about the use of social media by the European Commission, see the Record of Processing DPR-EC-00073 (Social Media Use by the European Commission).

You may be able to watch our videos, which may be also uploaded to one of our social media pages and follow links from our website to other relevant social media.

In order to protect your privacy, our use of third party IT tools to connect to those services does not set cookies when our website pages are loaded on your computer (or other devices), nor are you immediately redirected to those social media or other websites. Only in the event that you click on a button or "play" on a video to watch it, a cookie of the social media company concerned will be installed on your device. If you do not click on any social media buttons or videos, no cookies will be installed on your device by third parties.

In order to view such third-party content on our websites, a message will alert you that you need to accept those third parties' specific Terms and Conditions, including their cookie policies, over which the Commission has no control.

We recommend that users carefully read the relevant privacy policies of the social media tools used: [Twitter](#), [Facebook](#), [Instagram](#). These explain each company's policy of personal data collection and further processing, their use of data, users' rights and the ways in which users can protect their privacy when using those services.

Please note that the events may be held using a third party videoconference IT service such as: Cisco Webex ([privacy policy](#) – account data hosted on EU Servers and BCRs) or Interactio



([privacy policy](#) – account data hosted on EU Servers) . These IT tools have their own cookies and privacy policies over which the Commission has a limited or no control. By participating into the meeting or webinars via a videoconference IT tool, the participants consent to the processing of their personal data via the third party tool as described in the related privacy policy.

The use of a third party IT tool does not in any way imply that the European Commission endorses them or their privacy policies. In the event that one or more third party IT tools are occasionally unavailable, we accept no responsibility for lack of service due to their downtime.

## **8. What are your rights and how can you exercise them?**

You have specific rights as a ‘data subject’ under Chapter III (Articles 14-25) of Regulation (EU) 2018/1725, in particular the right to access, your personal data and to rectify them in case your personal data are inaccurate or incomplete. Where applicable, you have the right to erase your personal data, to restrict the processing of your personal data, to object to the processing, and the right to data portability.

You have the right to object to the processing of your personal data, which is lawfully carried out pursuant to Article 5(1)(a) of Regulation (EU) 2018/1725 on grounds relating to your particular situation.

You have consented to provide your personal data to the data controller for the present processing operation. You can withdraw your consent at any time by notifying the data controller by sending an email to the Data Controller at [FPI-DATA-PROTECTION@ec.europa.eu](mailto:FPI-DATA-PROTECTION@ec.europa.eu). The withdrawal of your consent will not affect the lawfulness of the processing carried out before you have withdrawn the consent.

You can exercise your rights by contacting the data controller, or in case of conflict the Data Protection Officer. If necessary, you can also address the European Data Protection Supervisor. Their contact information is given under Heading 9 below.

Where you wish to exercise your rights in the context of one or several specific processing operations, please provide their description (i.e. their Record reference(s) as specified under Heading 10 below) in your request.

## **9. Contact information**

### **- The Data Controller**

If you would like to exercise your rights under Regulation (EU) 2018/1725, or if you have comments, questions or concerns, or if you would like to submit a complaint regarding the collection and use of your personal data, please feel free to contact the Data Controller to [FPI-DATA-PROTECTION@ec.europa.eu](mailto:FPI-DATA-PROTECTION@ec.europa.eu)

### **- The Data Protection Officer (DPO) of the Commission**

You may contact the Data Protection Officer ([DATA-PROTECTION-OFFICER@ec.europa.eu](mailto:DATA-PROTECTION-OFFICER@ec.europa.eu)) with regard to issues related to the processing of your personal data under Regulation (EU) 2018/1725.

### **- The European Data Protection Supervisor (EDPS)**

You have the right to have recourse (i.e. you can lodge a complaint) to the European Data Protection Supervisor ([edps@edps.europa.eu](mailto:edps@edps.europa.eu)) if you consider that your rights under Regulation (EU) 2018/1725 have been infringed as a result of the processing of your personal data by the data controller.

#### **10. Where to find more detailed information?**

The Commission Data Protection Officer (DPO) publishes the register of all processing operations on personal data by the European Commission, which have been documented and notified to him. You may access the register via the following link: <http://ec.europa.eu/dpo-register>.

This specific processing operation has been included in the DPO's public register with the following Record reference: DPR-EC-1063